THE COUNCIL FOR TOBACCO RESEARCH–U.S.A., INC.
110 EAST 59TH STREET
NEW YORK, N. Y. 10022

When you are packaging your application, please check off items on this sheet and mail separately to Dr. David Stone at above address.

NEW APPLICATION

Name of Principal Investigator_____

Institution_____

Short Title of Project_____

The following checked items have been packaged for mailing to The Council for Tobacco Research. (Note: the first 3 items are ABSOLUTE REQUIREMENTS and failure by the Principal Investigator to provide all three can result in delaying consideration of the application.)

☐ Original, plus thirty (30) copies, of signed application on 3-hole paper.

☐ Relevant curriculum vitae - original plus ten (10) copies

☐ Signed Human Subjects Certificate of Institute where applicable.

OTHER ITEMS (if any)

☐ Reprints.....ten (10)copies of each.

☐ Manuscripts...ten (10)copies of each.

☐ Other (describe briefly)_____

_____

Signature of Principal Investigator_____

Date_____

In order for a grant to begin January 1st a formal application would have to be postmarked no later than June 30th. For a grant to begin July 1st the application would have to be postmarked no later than December 31st.

Source: https://www.industrydocuments.ucsf.edu/docs/mtkc0000

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IMPORTANT PROCEDURAL INFORMATION FOR APPLICANTS

Preliminary Inquiries

Queries are welcomed concerning relevance of proposals to The Council's scope of interest. A reading of the booklet, "Some Information About The Council for Tobacco Research - U.S.A., Inc. and Its Research Program", is suggested.

Policies

Applications signed by grantees and institutional officials constitute agreement to abide by stipulations in the folder entitled "Statement of Policy Containing Conditions and Terms Under Which Project Grants Are Made".

Human Subjects

For any studies that involve human subjects, The Council requires annual institutional certification that adequate informed consent has been obtained. This will be done on a form furnished by The Council.

Completeness of Applications

Please provide all information and both signatures requested on application forms and type names above signatures for legibility. Use additional plain sheets freely. Selected reprints may be appended to applications.

Submission of Grant Applications

Active consideration begins immediately upon receipt. Awards are made twice a year. A renewal application with progress report must be filed 6 months before the anniversary date of the grant. This is the grantee's responsibility.

Starting Dates

Normally grants are made for one year with activation on January 1 or July 1.

Grants in Amounts Less Than Requested

Frequently grants are made in amounts less than requested. In such event, a revised budget will be requested and must be submitted.

Priority in Awarding Renewals

Grants are made for one year only. However, on studies which are designed to extend over a longer period consideration will be given to renewed support up to an inclusive total of three years in competition for available funds. Nevertheless, a renewal application form and progress report are always required each year before renewals can be considered or acted upon.

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